

Name: _____ Student ID: _____ Birth Date: _____
(Please Print) Last First MI

Term: Fall _____ Spring _____ Summer _____

Student Signature: _____ Date: _____ GRAD/UGRD (Circle One)
(To withdraw from UND, submit a Cancellation/Withdrawal form to the Registrar's Office)

Action #: _____ Class #: _____ Subject: _____ Catalog #: _____ Units: _____
(See back) Course Title: _____ Grade Option: _____

Signatures (where required) valid for three working days:
 Advisor: _____ Date: _____
 Instructor: _____ Date: _____
 Dean of Course: _____ Date: _____
 Dean of Student's College: _____ Date: _____
 Dept./Office Stamp/Authorization: _____ Date: _____

Action #: _____ Class #: _____ Subject: _____ Catalog #: _____ Units: _____
(See back) Course Title: _____ Grade Option: _____

Signatures (where required) valid for three working days:
 Advisor: _____ Date: _____
 Instructor: _____ Date: _____
 Dean of Course: _____ Date: _____
 Dean of Student's College: _____ Date: _____
 Dept./Office Stamp/Authorization: _____ Date: _____

Registration Action	Signature Required
1. ADD	(no signature required)
2. DROP	(no signature required)
3. Override Full Capacity (Class Limit)	Instructor
4. Add after deadline (Action Date)	Advisor, Instructor, and Dean of Course/Graduate Dean for Graduate courses
5. Increase # of credits through last add day (Class Units)	(no signature required)
6. Decrease # of credits through last drop day (Class Units)	(no signature required)
7. Change to/from S/U grading through last drop day	Advisor (Freshman & Grad students cannot elect S/U grading) Instructor
8. Elect audit grading (no credit), (1 st Day of Classes-Last Day to Add)	
9. UG overload to more than 21 credits Fall/Spring	Dean of College
10. Grad overload to more than 12 credits Fall/Spring/Summer	Graduate School Dean
11. UG Overload to more than 15 credits Summer	Dean of College
12. Override restricted to college	Dean of Course
13. Override restricted to classification	Department
14. Override restricted to grads (Career)	Department and Graduate School Dean
15. Override restricted to majors	Department
16. Section change after last day to add through last day to drop	Instructor of each section
17. Override pre-requisites missing	Instructor or Department
19. Time Conflict	Instructor of each course
20. Department Consent	Instructor or Department

NOTE: An Administrative Procedures Petition is required to change registration after last day to drop.
NOTE: The signatures required are for actions done before deadlines (unless otherwise noted)